HELP MENU

Select from one of the categories below for detailed help information.

Map Tools

Draw

Measure

Bookmarks

Save Map as PDF

Save Map to CSV / Load Map to CSV

Search Tools

Quick Search

Find Location

Search by Filters

Planning Tools

Planning Tool

Map Layers

Map Layers

Street View

Print

Clear Graphics

Legend

Identify

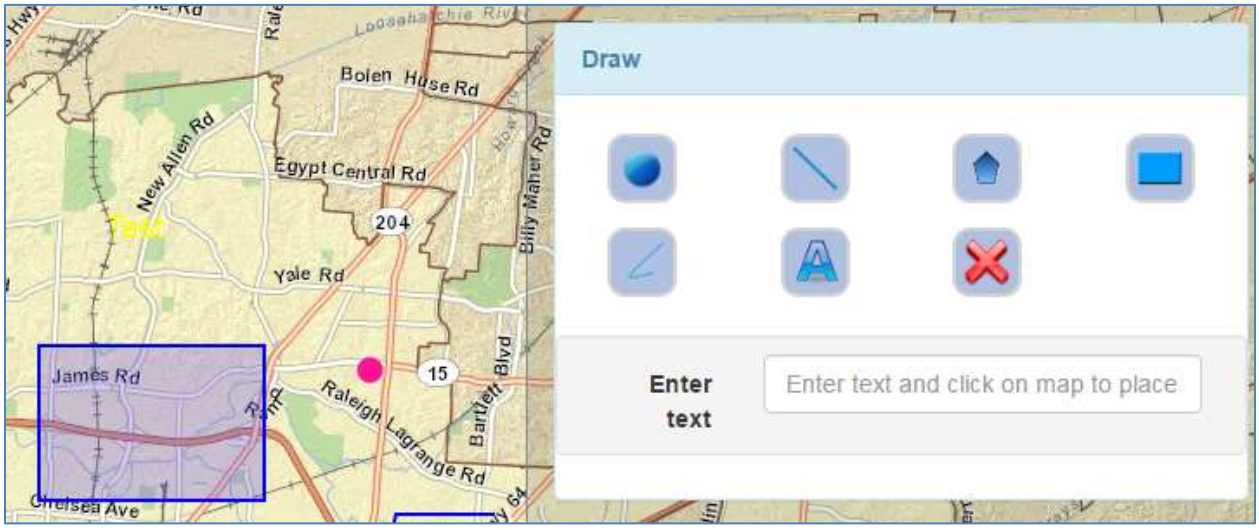
Identify

Draw

Navigation bar

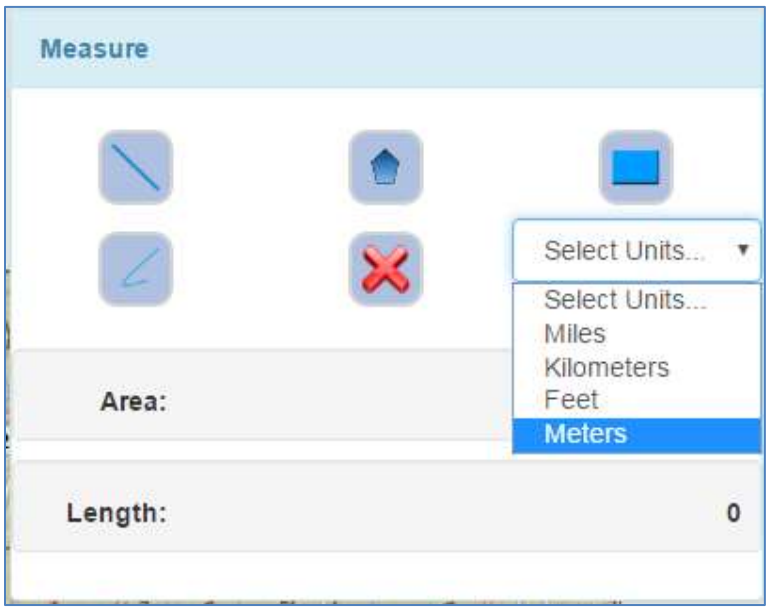
The Draw tools permits the user to markup the map with points, lines, polygons, and text. To open the Draw Panel, click on the "Map Tools" menu on the Navigation bar and click on "Draw".

Select what feature type is to be drawn on the map and start drawing. To add text, click on the "A" icon, enter text, and then click on the map to place the text.



Measure Tool

Navigation bar



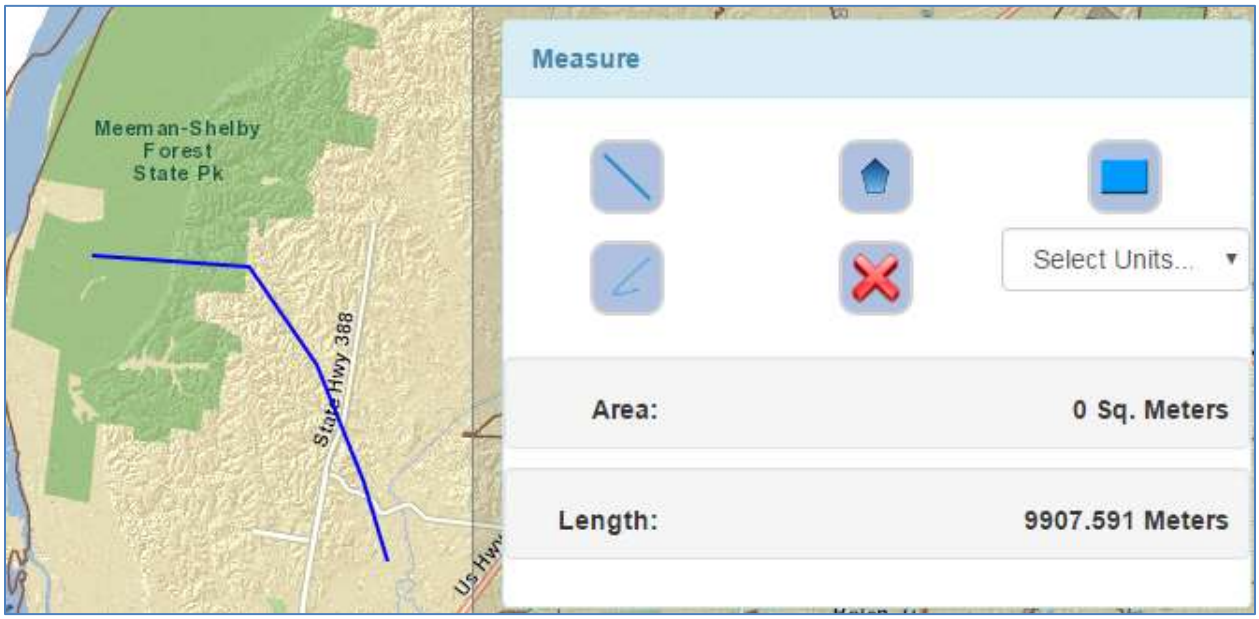
To open the measure tool click on “MapTools” and open the “Measure” panel.

The Measure tool is used for performing basic distance and area measurements.

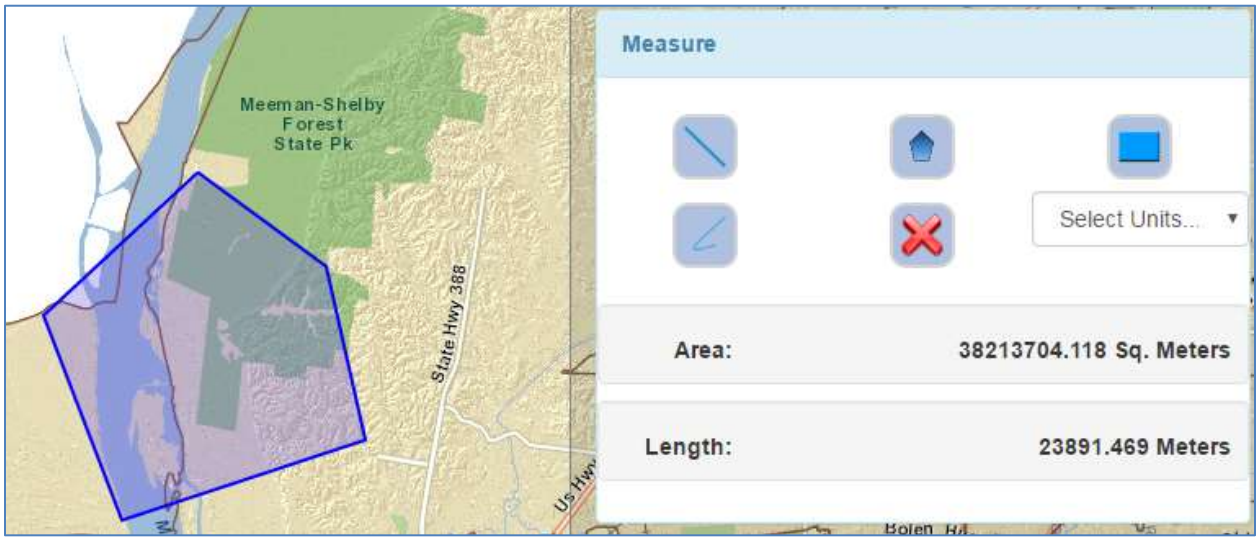
Choose units of measure: miles, kilometers, feet, or meters.

To use the tool, select a distance tool (line or free-hand) or area tool (polygon or rectangle). Click on the map to begin measuring. To complete a measurement, simply double-click. The results of the measurement will be displayed in the panel.

Below is an example of a line measurement

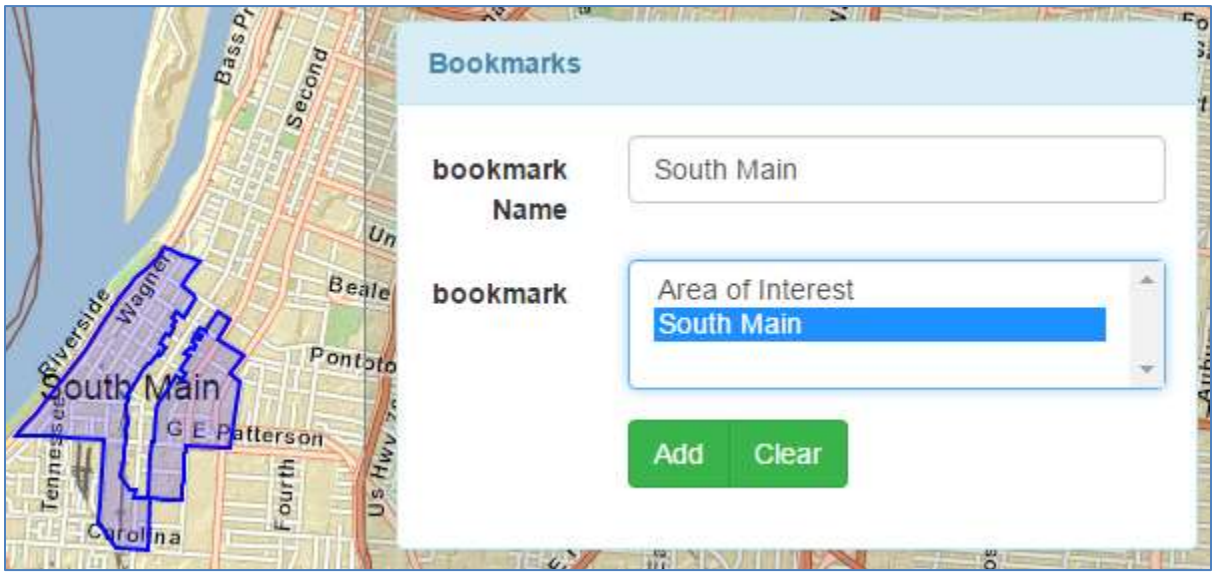


Below is an example of polygon measurement



Bookmarks

Navigation bar



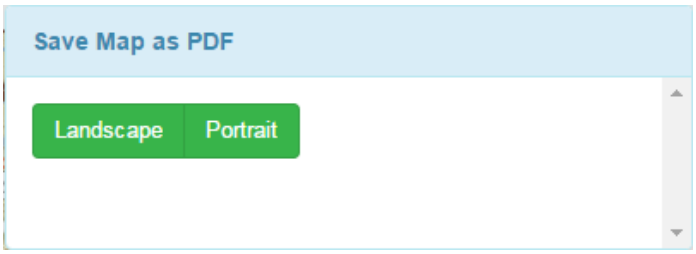
To open the Bookmark Panel, Click “Map Tools” from the Navigation bar and open “Bookmarks” panel.

Bookmarks allow the user to save a specific extent on the map. This is useful when the user needs the ability to quickly return to different areas of the map. To create a new bookmark, enter the bookmark name into the “bookmark name” textbox (ex: “South Main”) and click on the “Add” button. The new bookmark name appears in the bookmark List.

Bookmarks are valid only for the current session. Once the browser is closed or restarted, all bookmarks are cleared. The Bookmark Panel may be closed or minimized without loss. If a map extent must be saved from session to session, use the ‘Save Map to CSV /Load Map from CSV’ module found in Map Tools.

Save Map as PDF

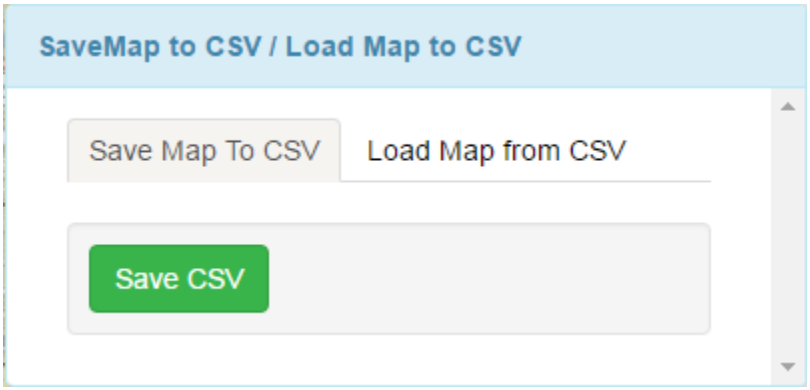
Navigation bar



To open the “Save Map as PDF” tool click on “Map Tools” from the Navigation bar and open the “Save Map as PDF”. Select the map orientation (Landscape or Portrait) and create a PDF file. (the browser must allow pop-ups in order to create the PDF) The PDF file can then be downloaded.

Save Map to CSV / Load Map to CSV

Navigation bar

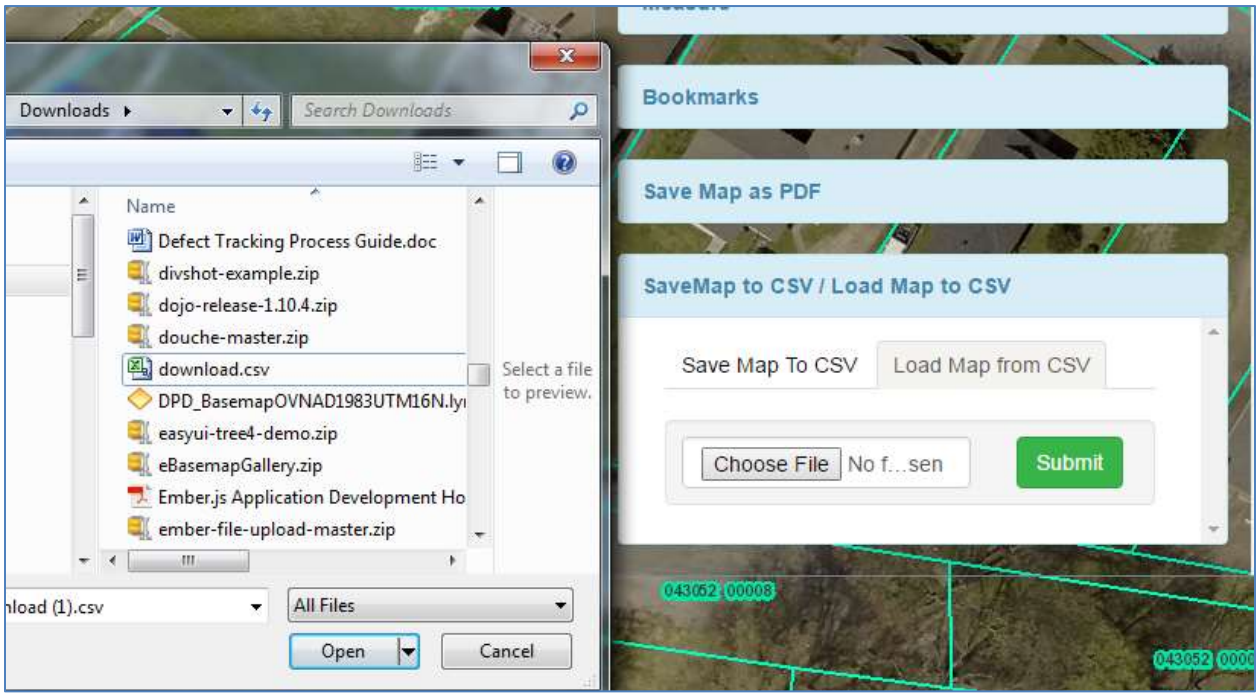


To open the “Save Map to CSV / Load Map to CSV” tool click on “Map Tools” from the Navigation bar and open the “Save Map to CSV / Load Map to CSV” panel.

The “Save Map to CSV / Load Map to CSV” module creates a file on the user’s computer that allows the user to reopen the map at a later time. The extent, layer visibility, and any graphical features are saved to the CSV file.

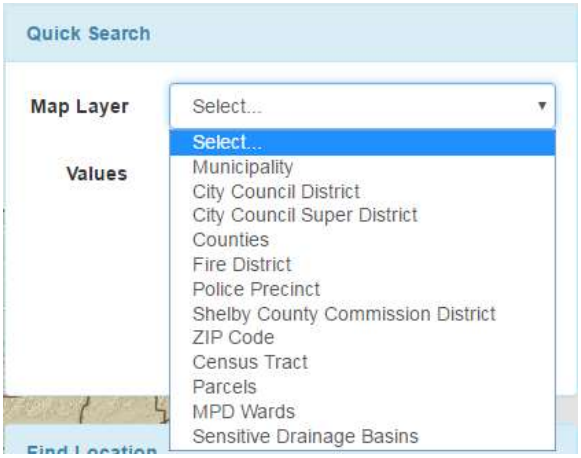
Save Map to CSV: To Save a map, Click “Save CSV” button present on the “Save Map to CSV” tab. This will create a “Download CSV” link besides the button. Click this link to download CSV file and store it on the computer. The first downloaded file is named download.csv by default. Subsequent downloaded files are named download(1).csv, download(2).csv, etc. When the download filename contains parentheses, the filename must be changed to remove the parentheses. It is recommended that the filename be renamed to something more meaningful.

Load Map to CSV: To load the stored contents of the CSV file, open the “Load Map from CSV” tab and choose the download.csv file and click open. The data that was saved on the CSV will again be loaded back on the map.



Quick Search

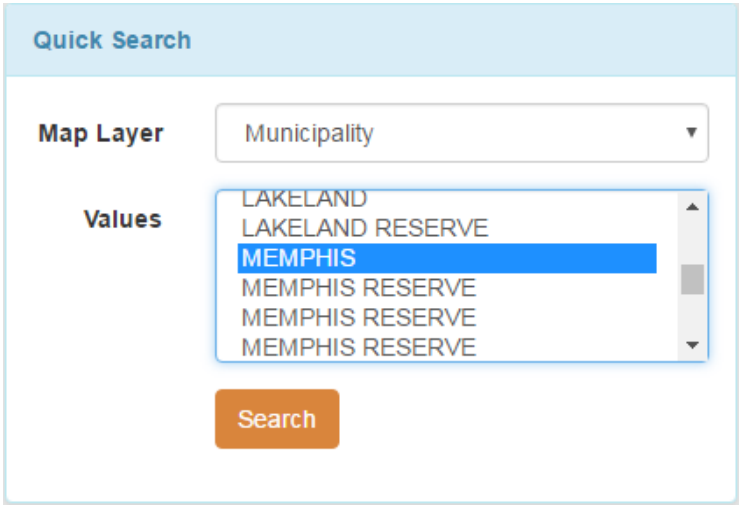
Navigation bar

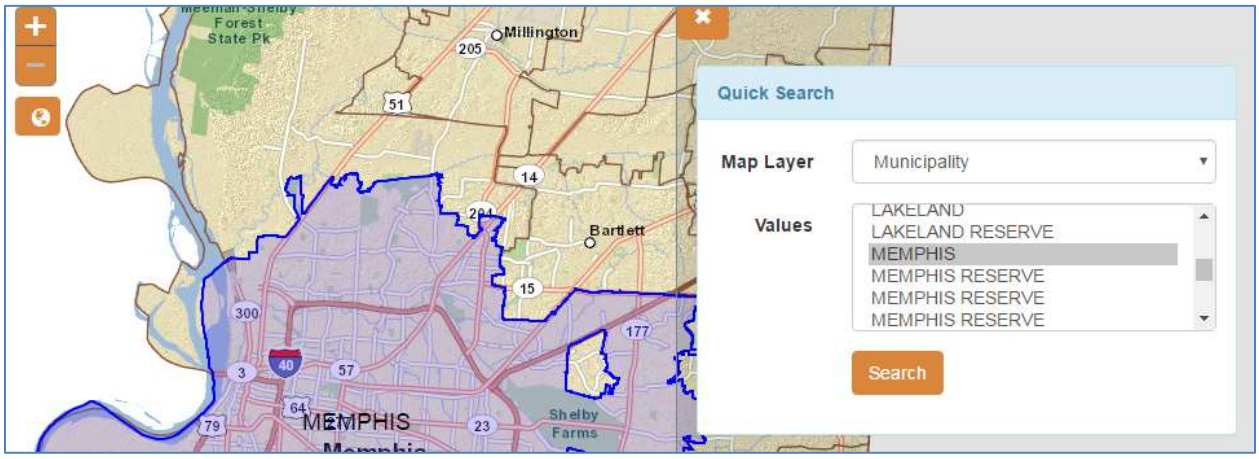


To open the “Quick Search” tool click on “Search Tools” from the Navigation bar and open the “Quick Search” panel from the side bar.

The “Quick Search” Tool provides an easy-to-use interface for searching specific features in the map.

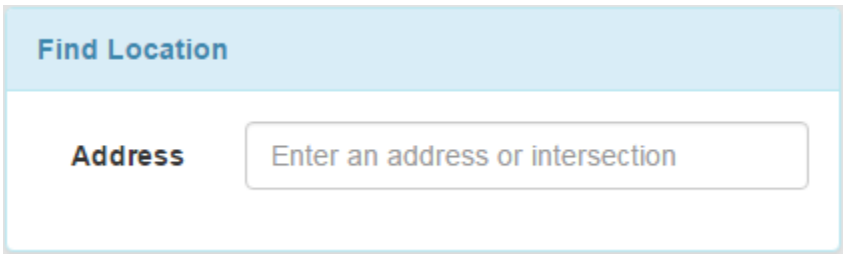
To search within a particular Layer, select the layer from the “Map Layer” drop down and select a value from the “Values” dropdown and click “Search” button. The result will be displayed on the map as a graphic.




Forest
State Pk
Millington
205
51
14
Bartlett
15
300
177
3
40
57
64
MEMPHIS
79
23
Shelby
Farms
Quick Search
Map Layer
Municipality
Values
LAKELAND
LAKELAND RESERVE
MEMPHIS
MEMPHIS RESERVE
MEMPHIS RESERVE
MEMPHIS RESERVE
Search

Find Location

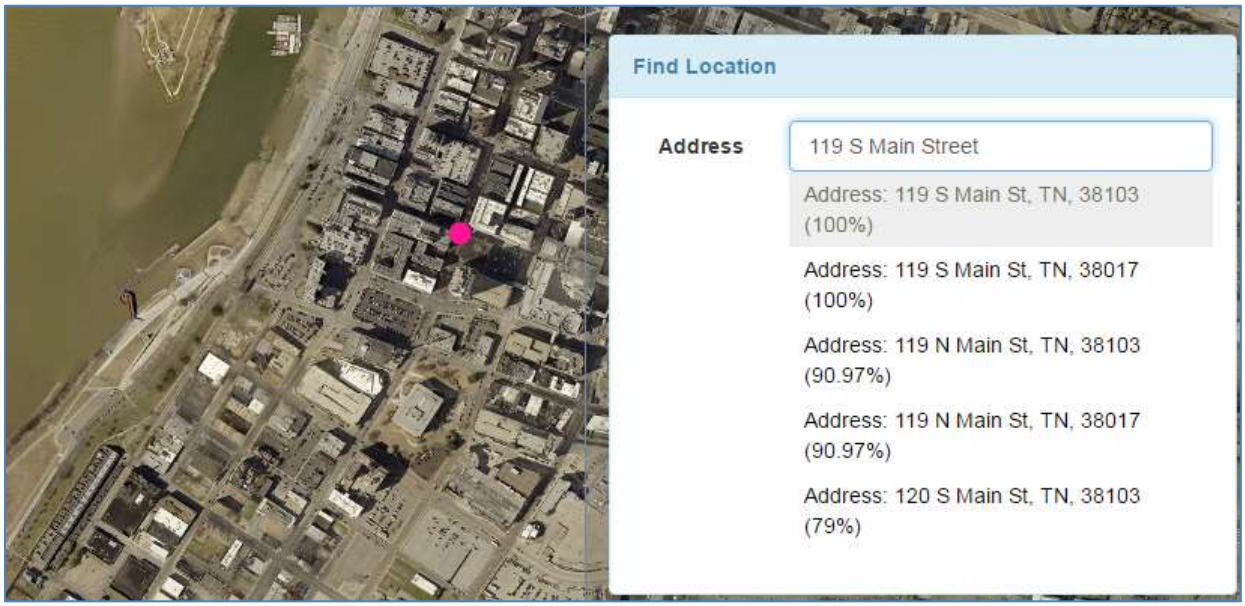
Navigation bar



To open the “Find Location” tool click on “Search Tools” from the Navigation bar and open the “Find Location” panel from the side bar.

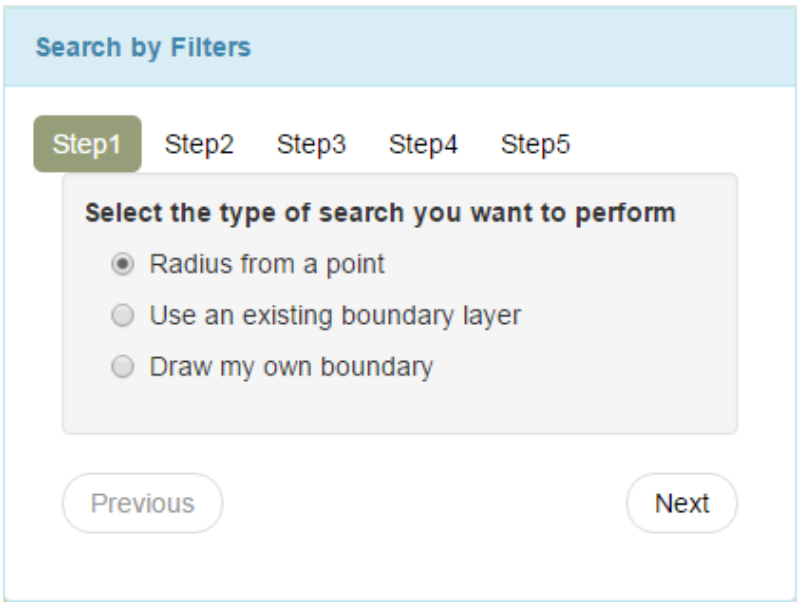
The “find Location” tool allows you to search a property based on the its address.

To search for an address, start typing the address into the “Address” textbox on the “Find Location” panel, the address will be automatically completed and a list of potential candidate addresses will be shown below the textbox. Select the desired address. The selected address location will be shown on the map as a point.



Search by Filters

Navigation bar



To open the "Search by Filters" tool click on "Search Tools" from the Navigation bar and open the "Search by Filters" panel from the side bar.

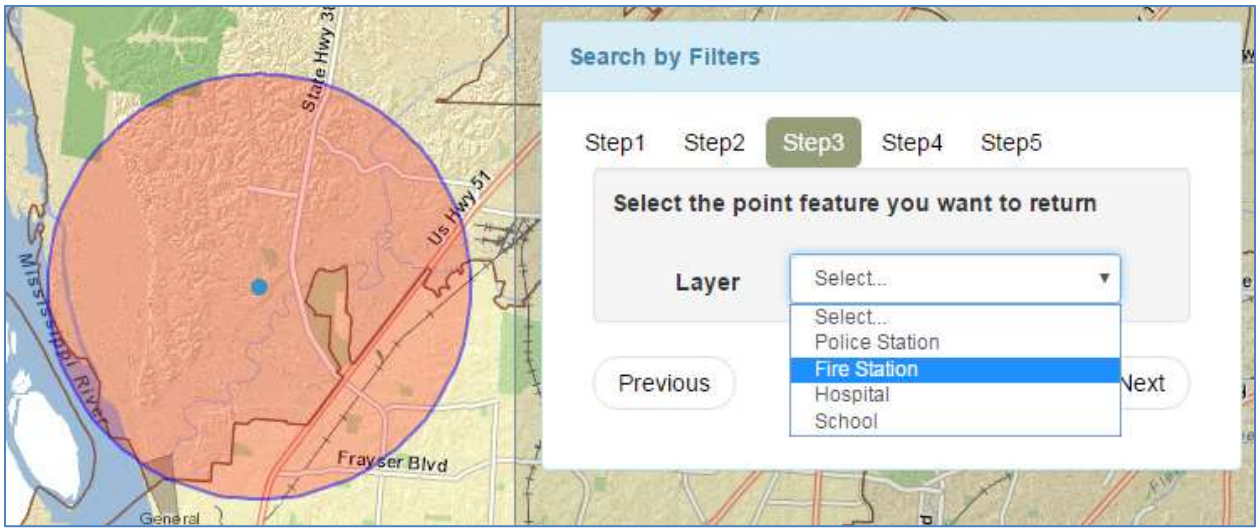
The Summary/Upload Module enables novice GIS users to perform spatial overlay analysis with only basic knowledge of geospatial methodologies. The tool is launched by selecting Summary/Upload from the Tools menu.

In Step 1, users are asked to provide an area of interest. Area of interest can be provided in 3 ways.

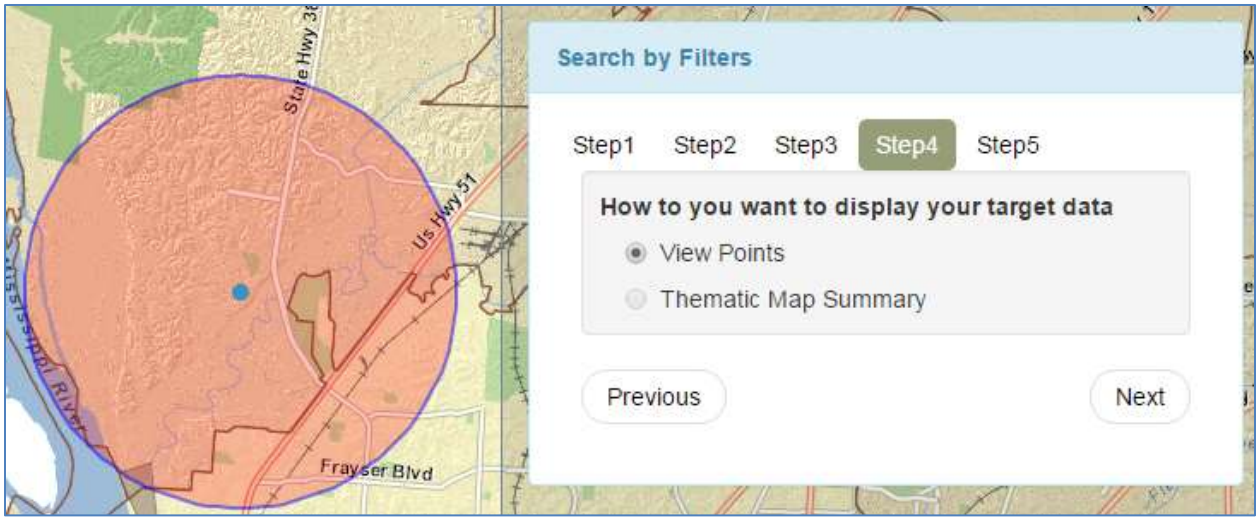
a) Circular buffer area with a specified radius
b) Existing boundary layer of the map
c) Manually drawing a boundary on the map.

If "Radius from a point" is selected, Step 2 prompts the user to click a point on the map, which will then be used as the center of the buffer. Enter the size of the buffer as 3 and units (select miles) and proceed to Step3 .

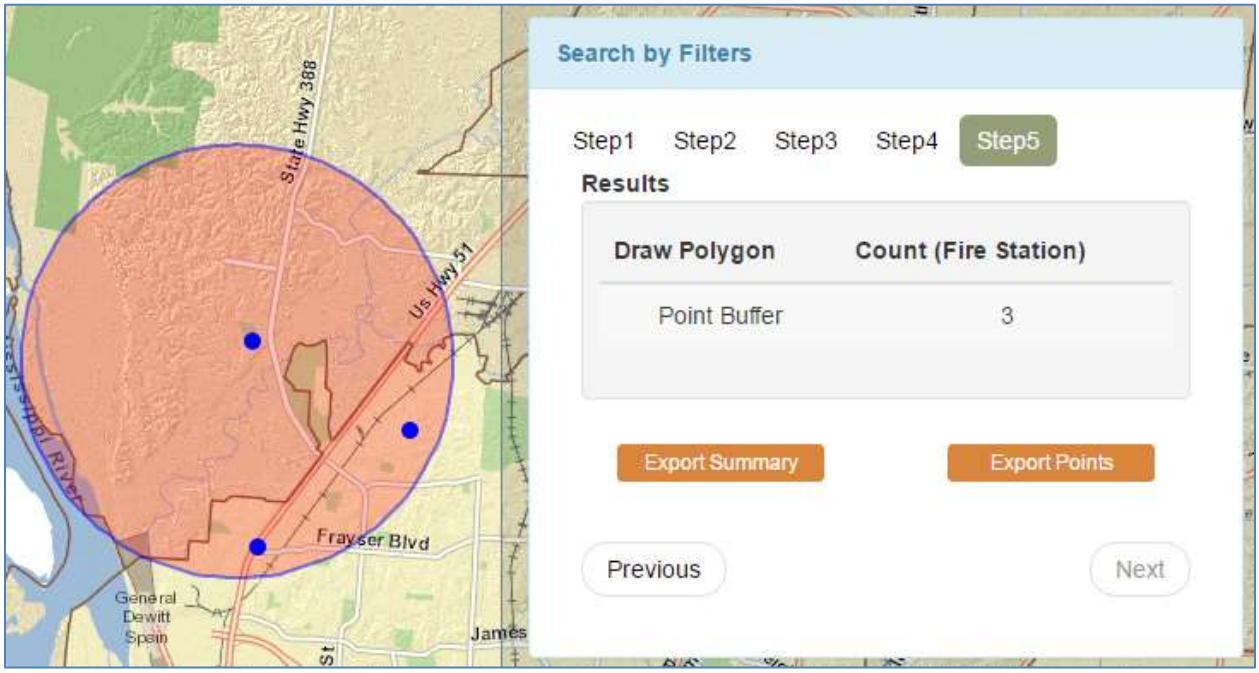
In the Step3, a buffer circle will be created and displayed on the map with the selected options.



Step3 prompts the user to select a point layer. For example, “Fire Station” layer is selected. Proceed to Step4 and Step4 offers two ways to display results the final results, a) View Points or b) Thematic Map Summary. In this example “View Points” is selected. “Thematic Map Summary” is used only for results of areas, not points.

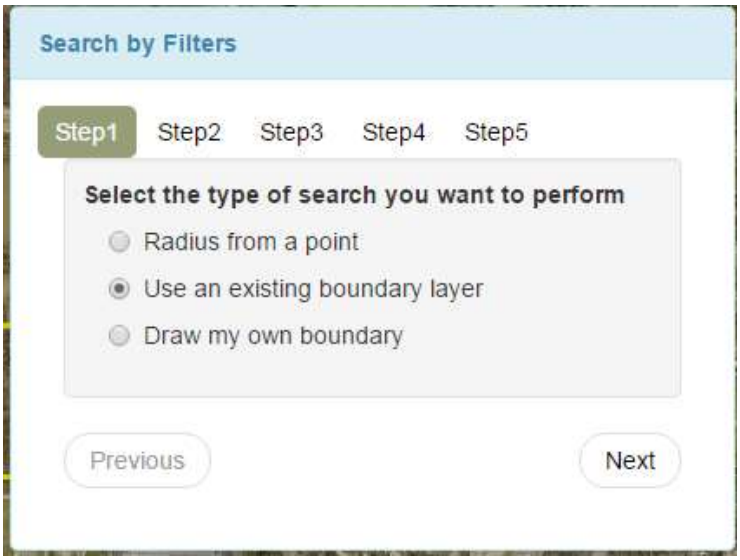


Proceed to Step4; a buffer circle will be filled with 3 resulting points (in blue).

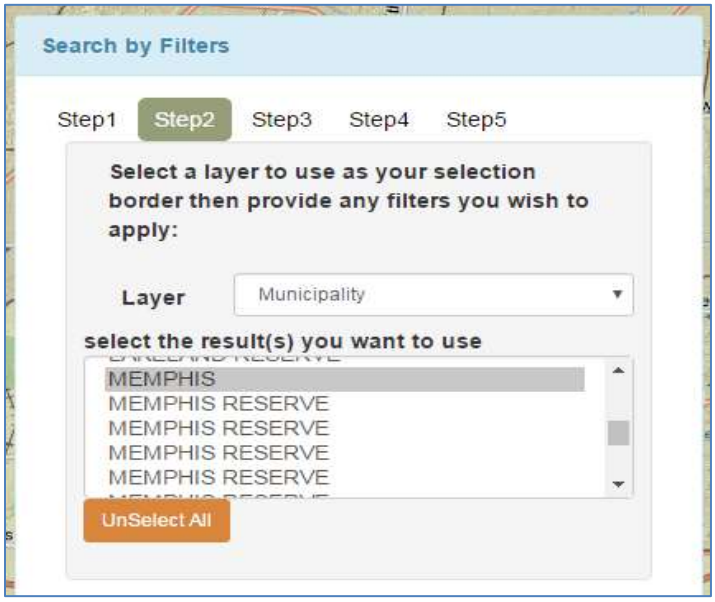


A summary report of the number of Fire Stations within the circle can then be exported to a CSV-format file by clicking on the “Export Summary” button. A listing of the Fire Stations can be exported by clicking on the “Export Points” button. For both options, a “Download CSV” link is displayed. Click on the text to initiate the export process.

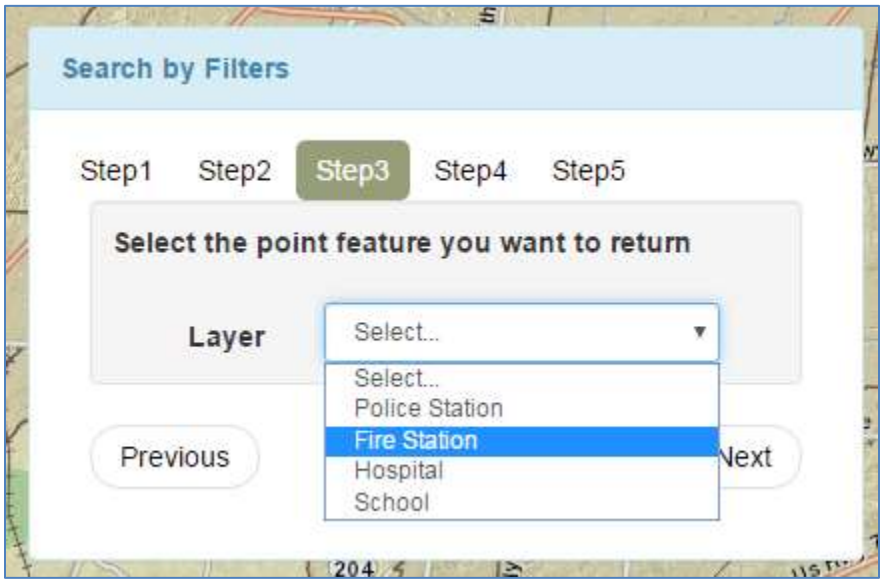
Another way to specify the search area is to use an existing boundary area. For example, search within a ZIP code area instead of a circle. Starting with Step 1, select "Use an existing boundary layer." Then click Next.



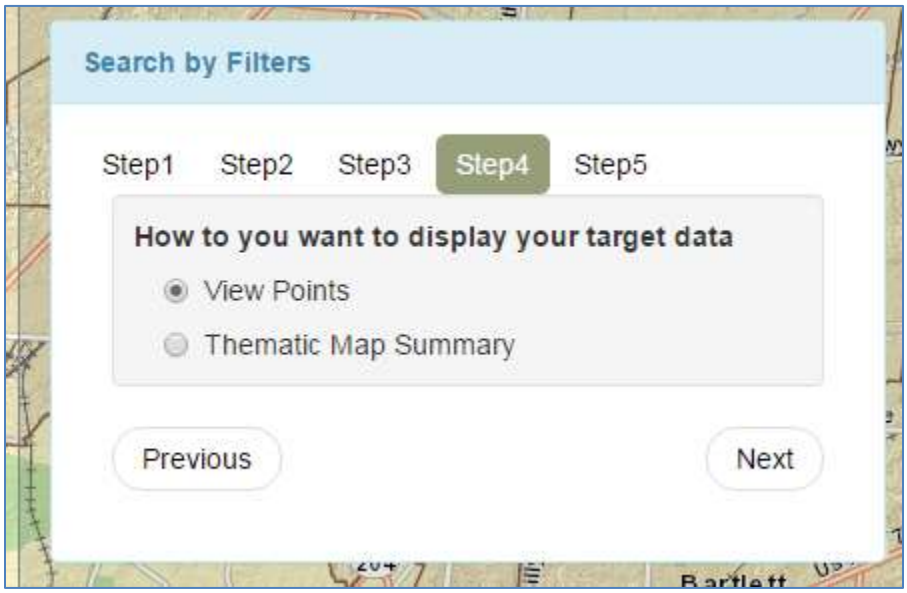
In Step2, the user is asked to select a boundary layer from the "Layer" dropdown (in this example 'Municipality" is selected). Then select "Memphis" to specify which municipality to use as a search area. More than one "result" layer can be chosen.



In Step3 select which feature you are searching for. Click Next.

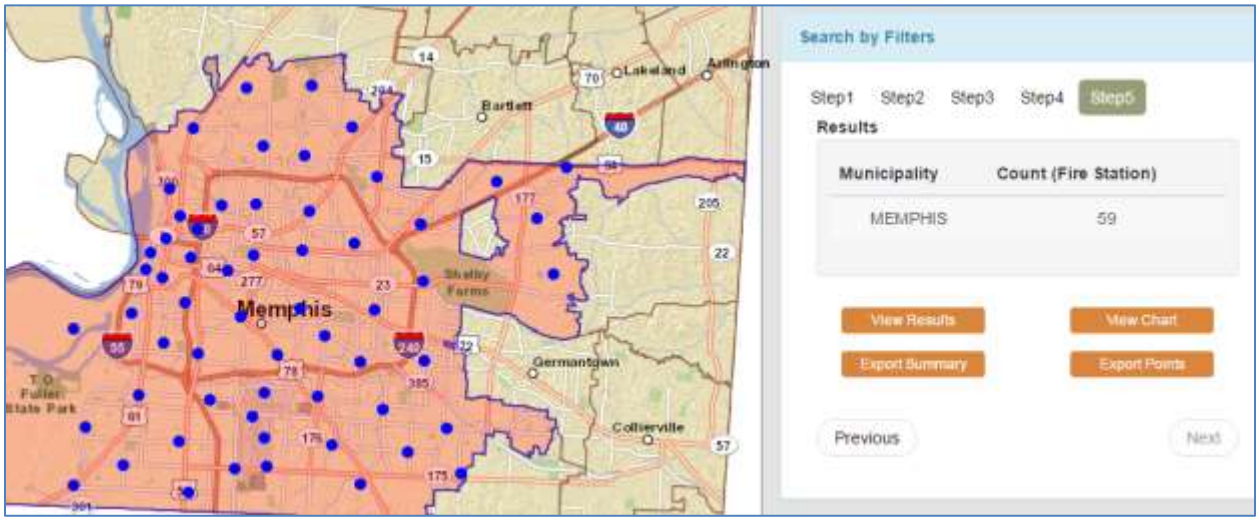


In Step4 select either 1) View Points or 2) Thematic Map Summary. The former shows the locations of the Fire Stations within Memphis. The latter does the same. However, if more than one municipality had been chosen, the Thematic Map Summary would have shown the Fire Stations in each municipality.

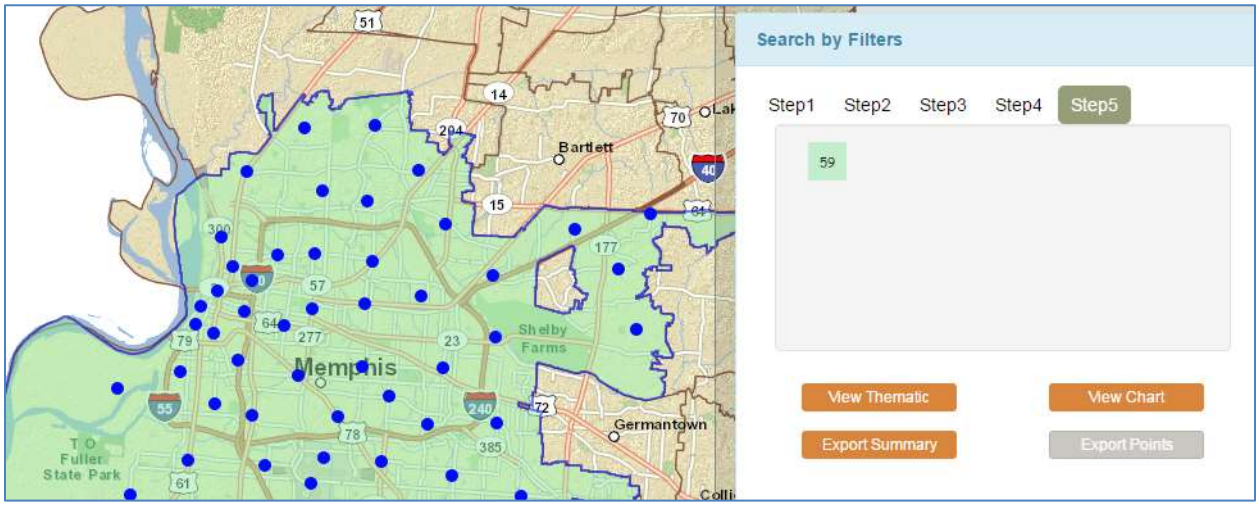


Select “View Points” and click Next. The Fire Stations will be displayed on the map.

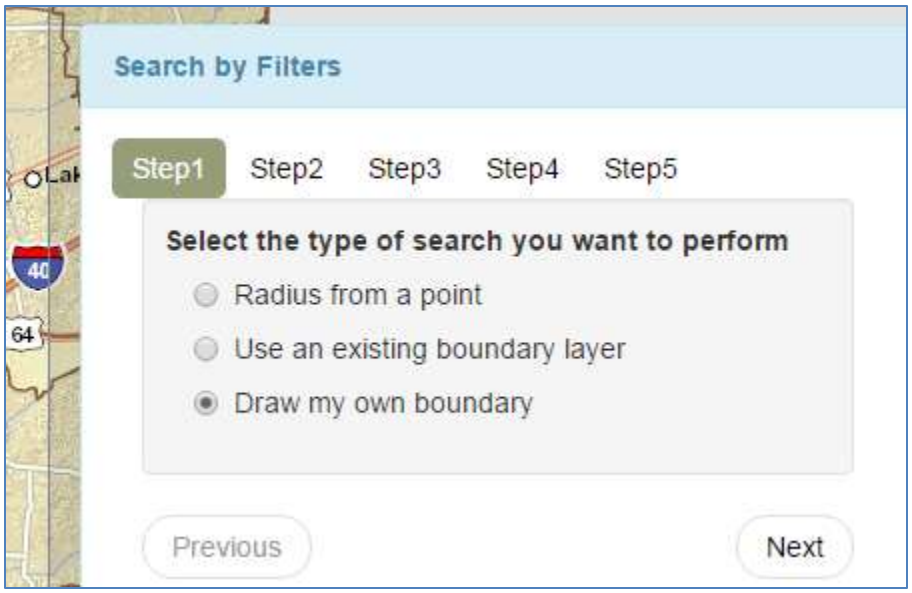
From the results, there are 59 Fire Stations in Memphis.



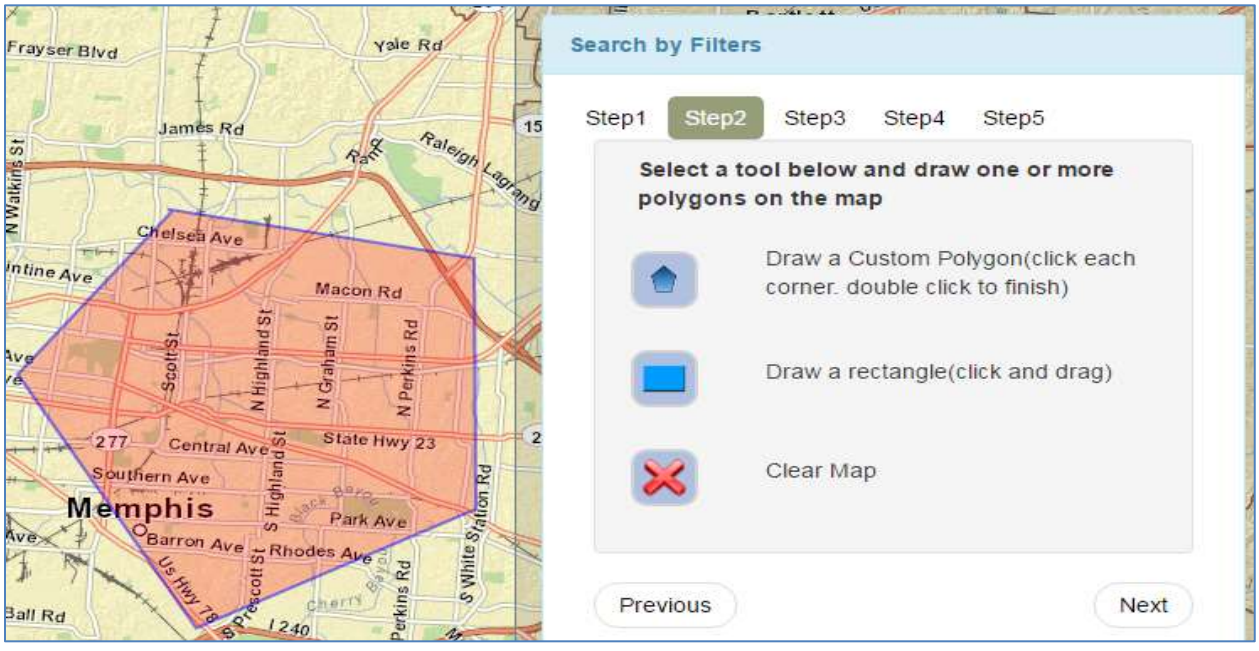
Selecting “Thematic Map Summary” from the previous step will display the thematic map.



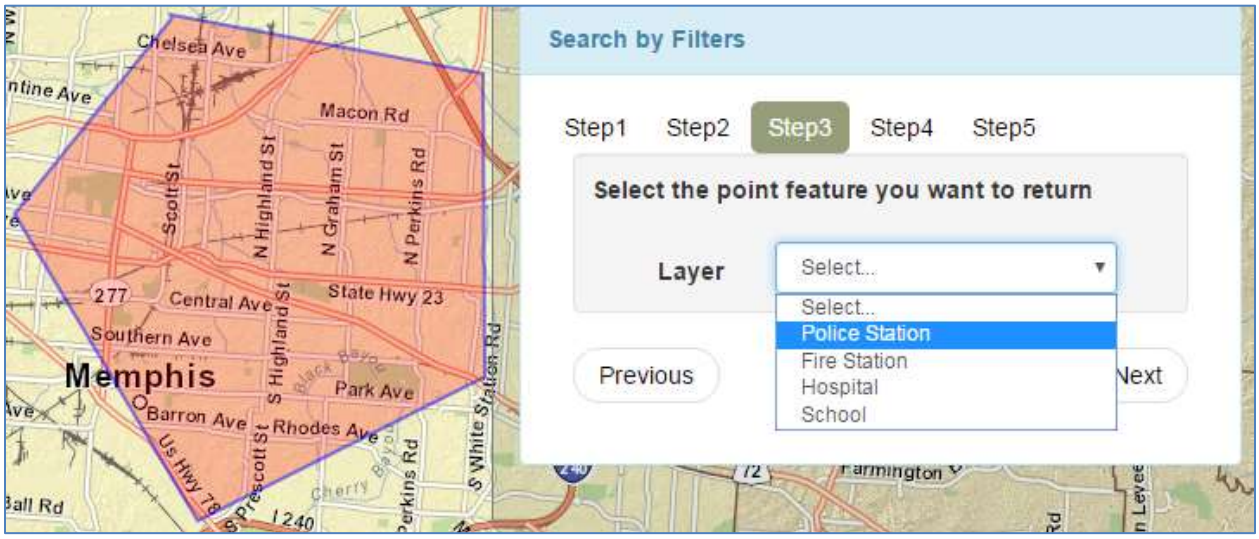
The third search type uses a user-drawn boundary. In Step 1, select "Draw my own boundary" and click Next.



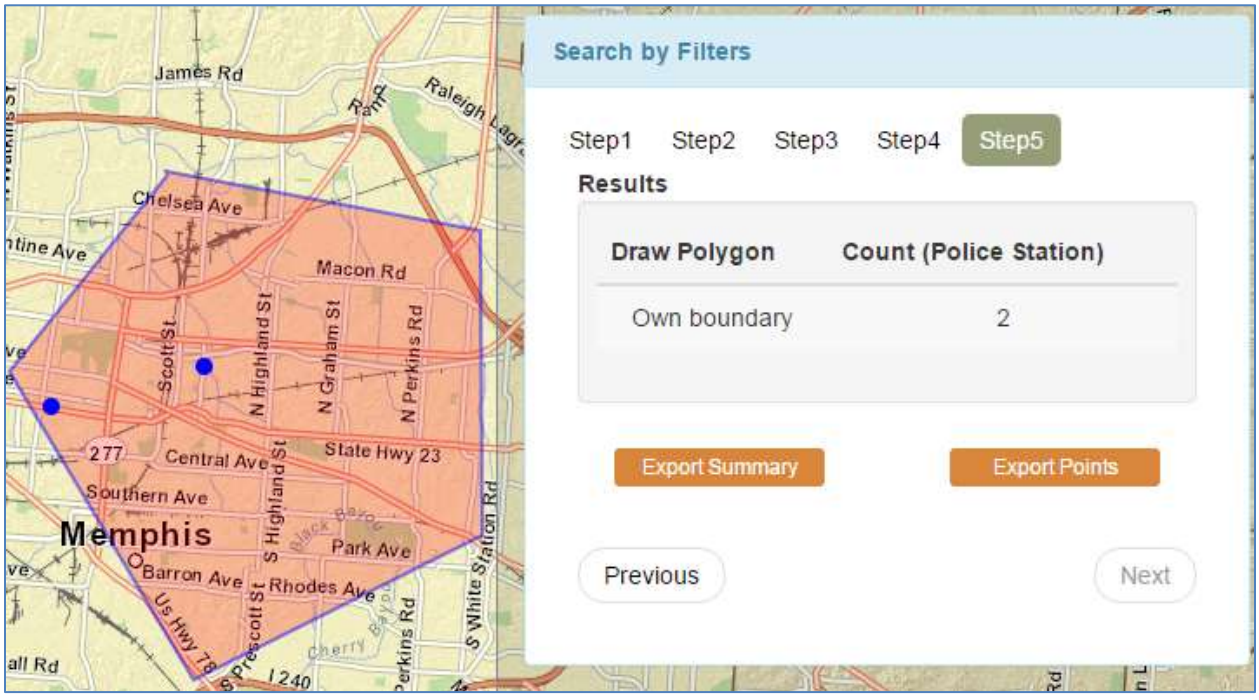
Step 2 prompts the user to select either a custom polygon or a rectangle. The user then can then draw a boundary on the map. In this example, "Draw a Custom Polygon" is selected" and a polygon is drawn on the map.



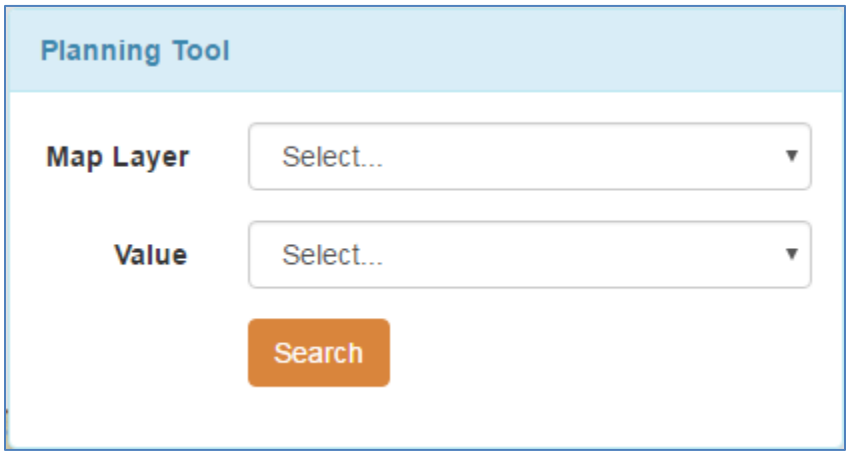
In Step3 the point feature (in this example, police station) is selected.



In Step4 select view Points and click Next to view the results.

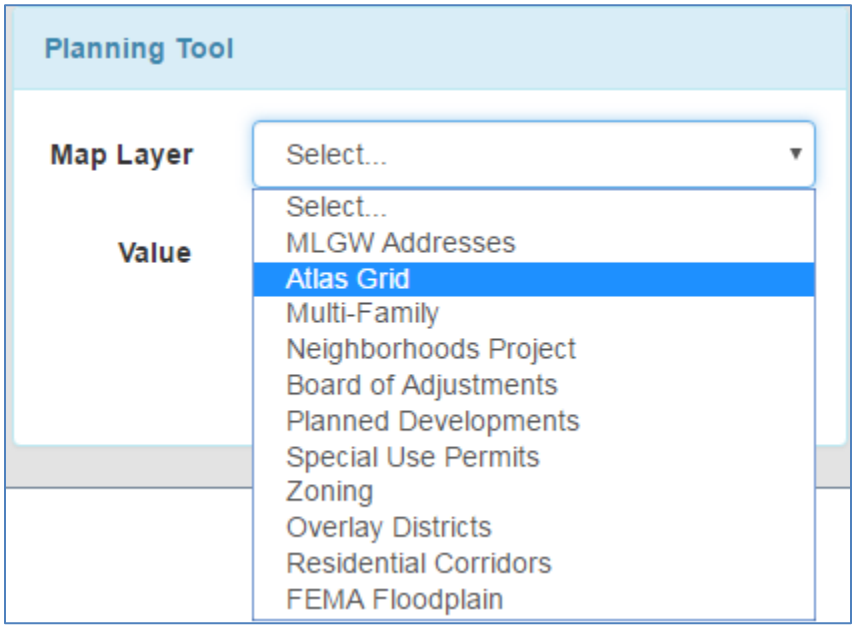


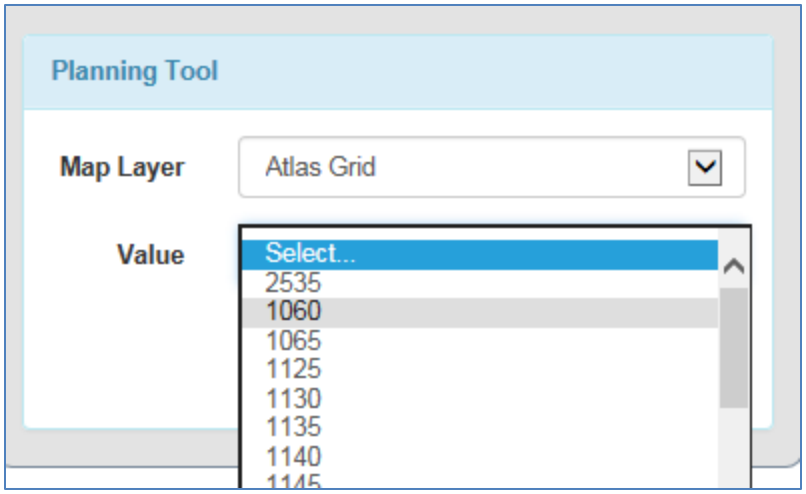
Planning Tool

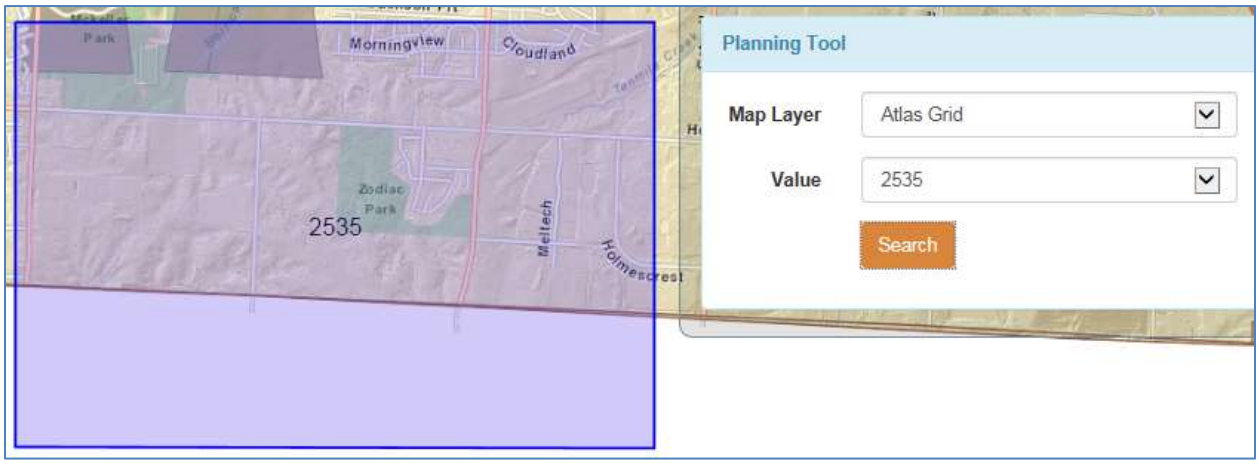


To open the "Planning Tool" tool click on "Planning Tools" from the Navigation bar and open the "Planning Tool" panel.

The "Planning Tool" provides an easy-to-use interface for searching specific features in the map. To search within a particular layer, select the layer from the "Map Layer" drop down and select a value from the "Values" dropdown and click "Search" button. The result will be displayed on the map.

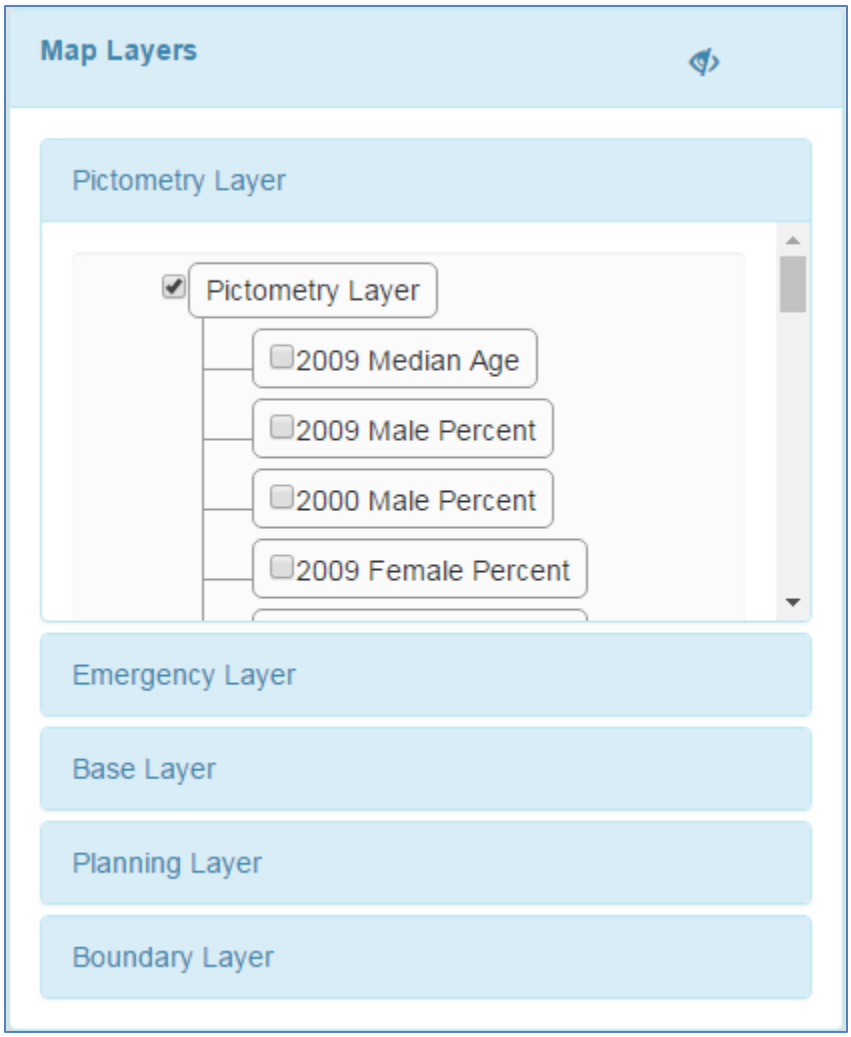



Planning Tool
Map Layer
Atlas Grid
Value
Select...
2535
1060
1065
1125
1130
1135
1140


Morningview
Cloudland
Zodiac Park
2535
Meitech
Holmescrest
Planning Tool
Map Layer
Atlas Grid
Value
2535
Search

Map Layers

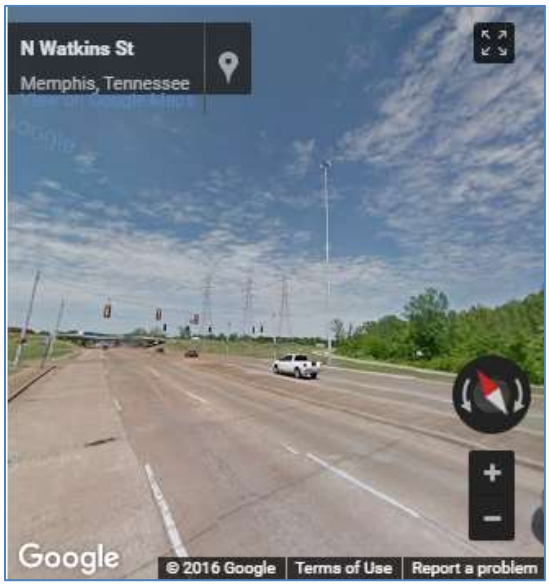
To open the “Map Layers” tool click on “Planning Tools” from the Navigation bar and open the “Map Layers” panel.



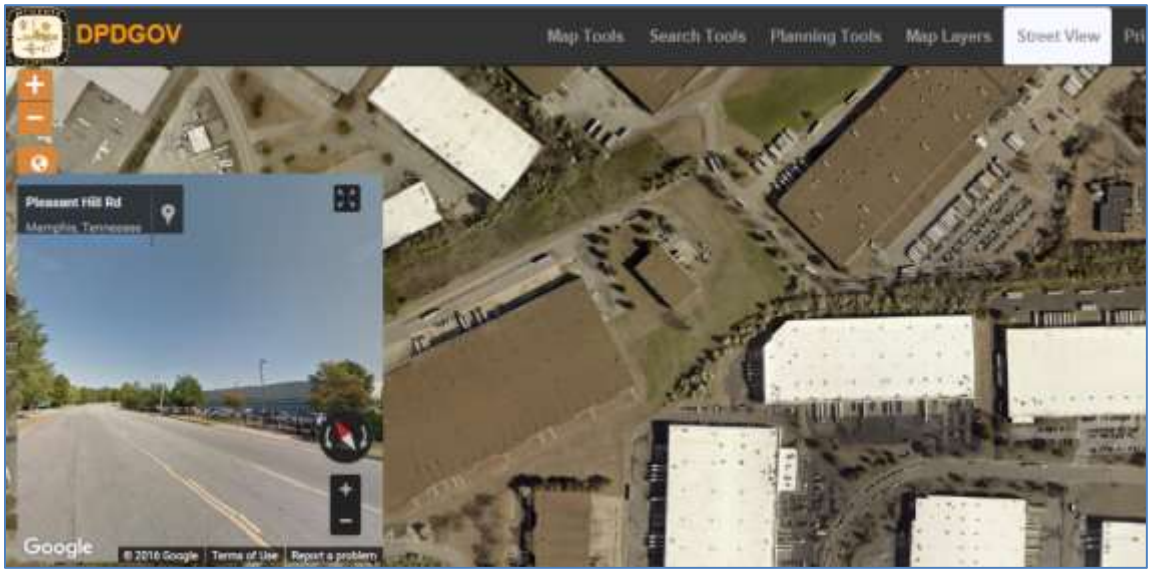
Layers are grouped into groups such as “Base Layer” and “Emergency Services”. Some layers are used only for display, while others are used by tools for queries and analysis.

In order for a layer to be visible, the checkboxes next to the group name and the layer name must both be checked. Unchecking the checkbox next to the group name turns off all layers in the group.

Street View

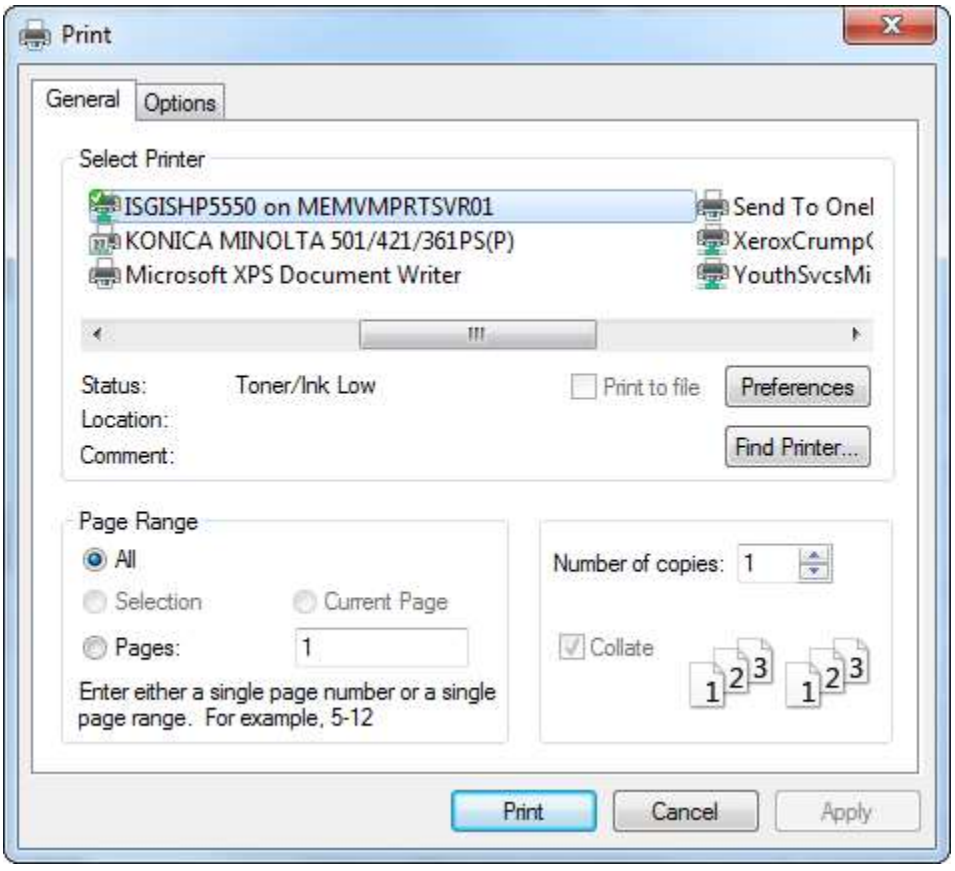


To open the “Street View” click on “Street View” link on the Navigation bar and click anywhere on the map. A street view window appears on the left side of the browser. Clicking on the different streets of the map updates the street view in the window. To terminate the street view, re- click the “Street View” link on the Navigation bar.



Print

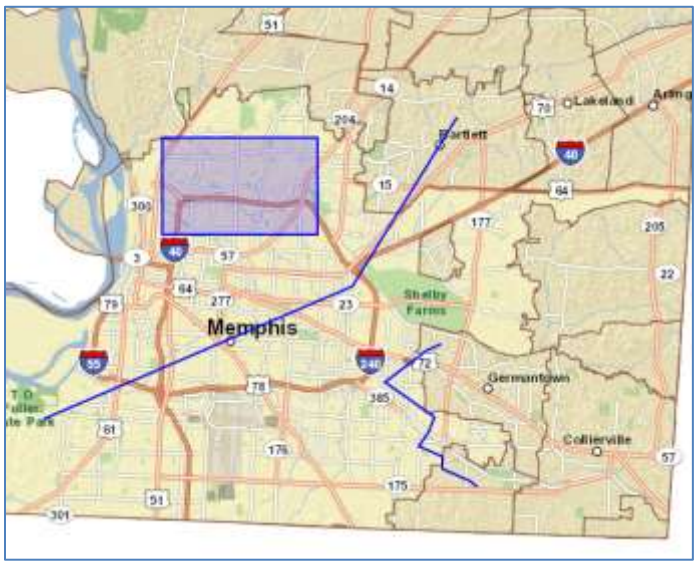
To print the browser display, click on the “Print” link on the Navigation bar. A print dialog box opens up. Select the printer and click print to print the map.



Clear Graphics

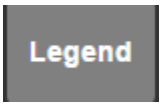
The “Clear Graphics” link on the Navigation bar is used to clear any graphics from the map.

The following picture shows graphics drawn on the map.



Clicking on the “Clear Graphics” link clears the graphics from the map.

Legend

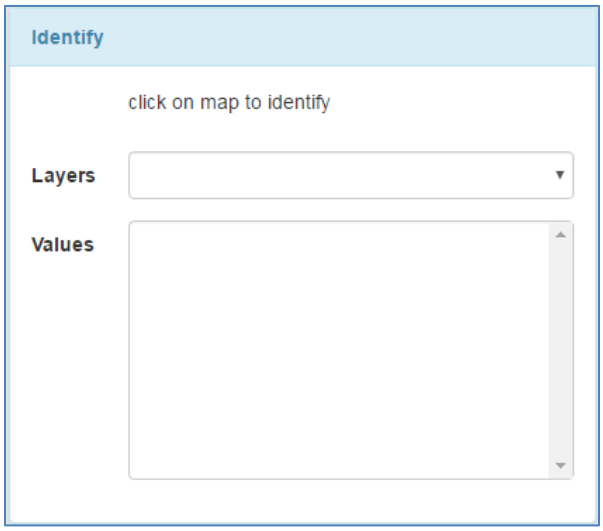


Legend link on the Navigation bar is used to view the legend of the map.

Identify

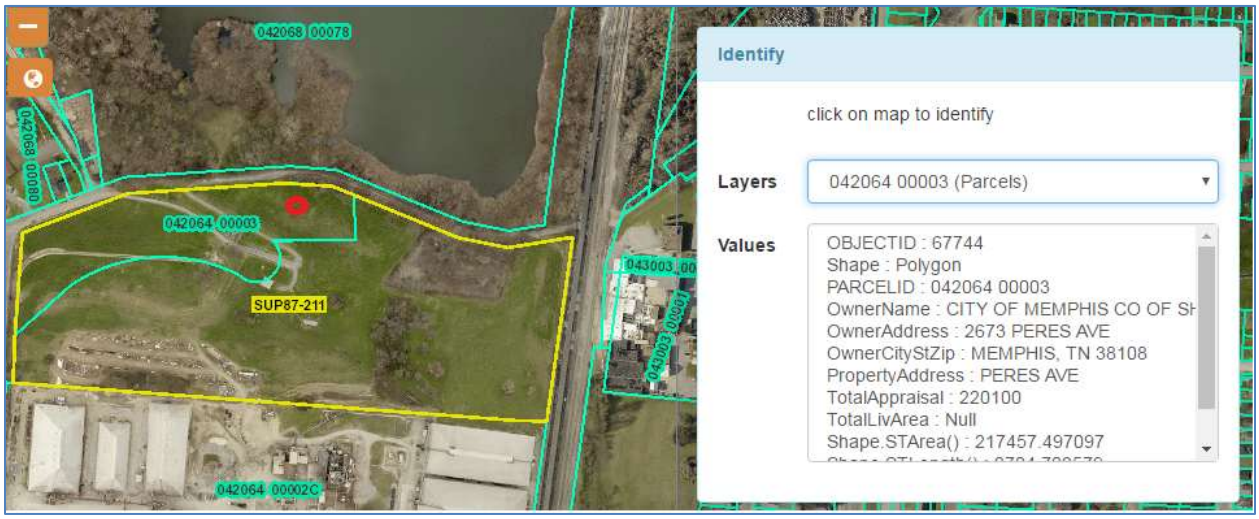
To open the “identify” tool click on “Identify” from the Navigation bar and open the “Identify” panel.

The Identify tool drills through selected map layers and lists the values from those layers at that location.



To identify, click on any point on the map. The identified layers are populated in the Layers drop down.

Note, that in the following example, the Identify location is represented by the red dot. The location of the dot has values at each of the map layers. In this example, the values of the layers are listed to the left of the layer’s name. The municipality is “Memphis”, the City Council District is “7”, etc.

Clicking on a layer name will display the contents of all fields in the attribute table. In this example, the Special Use Permit layer is selected. In addition to the Case Number (SUP87-211), the other fields are also shown.

If the Parcels layer is selected instead, the contents change because the attribute table contains different types of information.